

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Assessor	(2) MEETING DATE 1/27/2015	(3) CONTACT/PHONE Charron Sparks 781-5646	
(4) SUBJECT Request to approve a contract with Environmental Systems Research Institute, Inc. for the amount of \$465,000 for the conversion of Assessor parcel map data to Geographic Information System (GIS) Parcel Data, beginning February 1, 2015 and continuing until January 30, 2017, the target completion date of the conversion. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board approve, and direct the Chairperson to sign a contract with Environmental Systems Research Institute, Inc., (Esri), for the conversion of Assessor parcel map data to Geographic Information System (GIS) Parcel Data. The contract begins February 1, 2015 and continues until January 30, 2017, the target completion date of the conversion, and is for the amount of \$465,000.			
(6) FUNDING SOURCE(S)	(7) CURRENT YEAR FINANCIAL IMPACT \$465,000.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT { X } Consent { } Presentation { } Hearing (Time Est. ____) { } Board Business (Time Est. ____)			
(11) EXECUTED DOCUMENTS { } Resolutions { X } Contracts { } Ordinances { } N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001491		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: { } 4/5 Vote Required { X } N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? N/A	(16) AGENDA ITEM HISTORY { X } N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Lisa M. Howe			
(18) SUPERVISOR DISTRICT(S) All Districts			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Assessor / Charron Sparks
781-5646

DATE: 1/27/2015

SUBJECT: Request to approve a contract with Environmental Systems Research Institute, Inc. for the amount of \$465,000 for the conversion of Assessor parcel map data to Geographic Information System (GIS) Parcel Data, beginning February 1, 2015 and continuing until January 30, 2017, the target completion date of the conversion. All Districts.

RECOMMENDATION

It is recommended that the Board approve, and direct the Chairperson to sign a contract with Environmental Systems Research Institute, Inc., (Esri), for the conversion of Assessor parcel map data to Geographic Information System (GIS) Parcel Data. The contract begins February 1, 2015 and continues until January 30, 2017, the target completion date of the conversion, and is for the amount of \$465,000.

DISCUSSION

GIS parcel data is relied upon by many agencies in the County of San Luis Obispo to identify properties and their boundaries for many purposes including but not limited to emergency response, county and city planning and building permits, provision of county and city services, determination of assessed values, and redistricting. GIS data is an organized collection of computer hardware, software, and geographic data designed to efficiently capture and store all forms of geographically referenced information and allow it to be updated, manipulated, analyzed, and displayed easily. The GIS parcel data set that the County currently uses is acquired by an annually renewed contract from an outside vendor in exchange for Assessor records including property ownership, property characteristic information, assessor parcel maps, and property sales data (excluding any material required by law to be kept confidential by the Assessor). The current data is not reliably accurate, thus requiring additional staff time by all users for verification prior to use for proposals, planning and policy decisions, public documents, etc. The current data cannot be corrected, modified, or maintained by the County Assessor, who is the "keeper" of all Assessor Parcel map information. There is currently a lag time of 4-6 months for boundary and property information to be corrected by the vendor after the corrected information is provided to them by the Assessor.

Emergency responders and others in the County and cities need to be able to rely upon the data they are using for multiple purposes that affect all stakeholders. The conversion of Assessor Parcel Map data into a GIS parcel data set will meet this goal by providing the Assessor with the ability to verify and maintain the accuracy of map data within the GIS parcel layer as mapping discrepancies are discovered and changes to parcel configuration are made by property owners. Official assessor maps will also be created from this data, allowing for the maintenance of County mapping information in a unified efficient system.

Currently, the Assessor maintains the County's official assessor parcel maps in an AutoCAD environment. There are approximately 5,200 individual assessor map pages containing approximately 126,500 parcels stored in the antiquated AutoCAD environment. Assessor parcels and parcel maps are created from recorded maps and documents filed with and held by the County Recorder.

The GIS Strategic Plan of 2008 and the updated GIS Strategic Plan of 2013 identified the need for accurate, maintainable

GIS parcel data as a critical, high priority goal. There is insufficient staff within the County to convert existing assessor map data into a GIS parcel dataset. Once converted, the current, inaccurate parcel data, which is not owned or maintained by the County, will no longer be used and Assessor staff will maintain the replacement GIS parcel data set in the normal course of their duties. The AutoCAD environment will no longer be utilized and all mapping changes will be made timely and directly to the GIS parcel layer. The GIS parcel data set will be the source of official assessor parcel maps and the data set utilized by all County departments for mapping purposes. This data conversion will provide accurate and timely parcel data to all users in the enterprise.

Paso Robles Basin District - Value Added Example:

Assembly Bill 2453, provides for the development of a Paso Robles Basin District. The proposed District covers an area of over 8,000 acres. The formation of the district and its board of directors requires the Assessor to work in conjunction with the County Elections Clerk to determine the appropriate list of voters. Unlike general elections that are based on registered voter lists and district boundaries, the Water Code provides that the formation of a water district is by landowner on a 1 vote per acre voting system. Additionally, the language in the assembly bill provides that the Board of Director initial and bi-annual elections be based on parcel size.

With the current mapping system, this effort is expected to take over 1,000 Assessor Mapping staff hours to complete and may possibly delay close of the assessment roll. The amount of time required will be significantly reduced with the GIS parcel data set. This is just one specific example of the value added by this project in reduced staff time. Other examples include the general reduction in County staff time to research and verify the best available but unreliable GIS parcel data.

Request for Proposal Process

The County of San Luis Obispo conducted a Request for Proposal process to seek professional services to convert approximately 126,500 County of San Luis Obispo parcels into an Esri ArcGIS Parcel Fabric dataset utilizing the Local Government Information Model. After an extensive review of all proposals, including on-site presentations by two vendors, Environmental Systems Research Institute, Inc., (Esri) was selected to provide the data conversion.

OTHER AGENCY INVOLVEMENT/IMPACT

The development of the RFP for the GIS Parcel Data Conversion Project was a collaborative effort of the Assessor, Planning, Public Works, Ag Commissioner, Information Technology, and the City of San Luis Obispo. Beneficiaries of the resulting accurate converted parcel database are: Agriculture Commissioner, Assessor, Auditor/Tax Collector, BOS, Clerk-Recorder, County Fire, General Services Agency, Health Agency, OES, Planning and Building, Public Works, Sheriff, regional partners and the public. The IT GIS RFP Steering Committee, which includes members of the departments involved in developing the RFP and the County Clerk Recorder, Cal Fire, and County Administration, reviewed and approved an RFP for the GIS Parcel Data Conversion Project.

The Assessor's Office, in collaboration with Information Technology will work with the Contractor through the data conversion process. An IT GIS Conversion Project Steering Committee will oversee the parcel data conversion project. County Counsel has reviewed and approved this contract as to legal form and effect.

The San Luis Obispo Council of Government (SLOCOG) and the cities within the County of San Luis Obispo, with the exception of Paso Robles, and are financially partnering on this project. The GIS parcel data is a critical dataset for their organizations as well. This conversion will provide accurate and timely parcel data to all users in the partner agencies, and will allow them to leverage the Esri Local Government Information Model maps and applications where possible. The City of Paso Robles has chosen not to participate and will not receive the parcel data.

FINANCIAL CONSIDERATIONS

Letters of Intent to contribute to the cost of this Contract have been received from, San Luis Obispo, Arroyo Grande, Grover Beach, Atascadero, Morro Bay and Pismo Beach. In addition, SLOCOG has committed to participate financially in the project. The amount each city will contribute was determined in collaboration with the County and based on parcel count within city boundaries as a percentage of the total number of parcels in the County. Each city will receive identical GIS parcel data that will include Assessor attributes such as ownership, address, property value, among others. Cities will make a one-time payment or three annual installments due August 1 of each year beginning in 2015. A budget adjustment

will be processed when the funds are received. The County share of the funds (\$269,317) will be funded from the County Assessor's FY 2014-15 budget. The table below provides details.

Agency	Amount
Atascadero	\$28,444.28
SLO	\$36,369.64
Pismo	\$12,305.17
Grover Beach	\$12,292.30
Arroyo Grande	\$17,153.60
Morro Bay	\$14,117.86
SLOCOG	\$75,000.00
County	\$269,317.15
Total Project Cost	\$465,000.00

This contract with the vendor currently providing the GIS parcel data will be terminated at the completion of the GIS conversion work by Esri outlined herein and the information, currently exchanged with the vendor for that data, will be purchased by the vendor at the cost stated in the Assessor's fee schedule.

RESULTS

The conversion of the approximately 126,500 County of San Luis Obispo parcels into an Esri ArcGIS Parcel Fabric dataset will provide for the following expected outcomes and results:

- This conversion will provide accurate and timely parcel data to all users in the enterprise, and will enable the Assessor staff to maintain the data and create official maps for assessment purposes from these data.
- The conversion of the parcel data by Esri will alleviate the need for an additional Cadastral Mapping Specialist within the Assessor's Office.
- The ongoing maintenance of the GIS parcel data set will consolidate Assessor parcel mapping into one single efficient system and eliminate the time spent working with the vendor to resolve inaccuracies
- An accurate and maintainable parcel database, which will increase the efficiency and accuracy of other GIS data created by County departments, including those in the public safety sector.
- An accurate and maintainable GIS parcel database which may be integrated reliably with other enterprise and departmental systems.
- Improve the accuracy of and provide an anticipated 80% reduction in staff time necessary for the development of voter lists for the Paso Robles Basin District, which in turn will enable the Assessor to complete the Assessment roll without extension

These results are consistent with the County goals of a safe, healthy, livable, and well-government community and the County's GIS Strategic Plan of 2008 and the updated GIS Strategic Plan of 2013.

ATTACHMENTS

1. GIS Data Conversion Contract With Environmental Systems Research Institute, Inc.
2. Letter of Intent to Participate Financially - Arroyo Grande
3. Letter of Intent to Participate Financially - Atascadero
4. Letter of Intent to Participate Financially - Grover Beach
5. Letter of Intent to Participate Financially - Morro Bay
6. Letter of Intent to Participate Financially - Pismo Beach
7. Letter of Intent to Participate Financially - City of San Luis Obispo